



FORCE MANAGEMENT
AND PERSONNEL

ASSISTANT SECRETARY OF DEFENSE

WASHINGTON, D.C. 20301-4000

MAR 9 1990

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
INSPECTOR GENERAL
DIRECTOR OF ADMINISTRATION AND MANAGEMENT
DIRECTORS OF DEFENSE AGENCIES
PRESIDENT, UNIFORMED SERVICES UNIVERSITY OF THE
HEALTH SCIENCES
DIRECTORS OF DOD FIELD ACTIVITIES

SUBJECT: Manpower Guidance for FY 1990 and FY 1991

PURPOSE. The purpose of this memorandum is to provide Department of Defense (DoD) military and civilian manpower guidance for the remainder of FY 1990 and in support of FY 1991. This memorandum also identifies recent manpower policy decisions, clarifies specific force mix issues, establishes end strength and workyear ceiling controls, and requests associated reporting requirements.

The military and civilian manpower levels contained in this memorandum are identified as either "estimates" or "ceilings." Estimates represent the resource levels currently identified in DoD's President's Budget, and ceilings represent legislative or administrative resource constraints which cannot be exceeded. All of these data reflect the latest Departmental decisions and congressional directions concerning DoD's civilian and military manpower. The FY 1990 and FY 1991 military and civilian manpower numbers reflect the January budget submission and the implementation of initial Defense Management Report (DMR) recommendations. These numbers may change as a result of the congressional budget review. Additional guidance will be issued as required.

GENERAL. The composition of DoD's armed forces is based upon the "Total Force" policy concept which recognizes that all elements of the work force contribute to national defense. Those elements include the active, reserve, and retired military; the civilian work force; DoD contractors; and host nation support.

ACTIVE MILITARY MANPOWER. The Department's FY 1991 military manpower request (2,038,800) is 91,429 end strength (or 4.3 percent) below the FY 1989 actual year-end level (2,130,229) and 37,605 end strength (or 1.8 percent) below the FY 1990 level (2,076,405). In FY 1990, the one-half of 1 percent flexibility

afforded by Section 115 (b) (1) A of Title 10, United States Code, applying to overall military end strength, is applicable. Military end strength estimates for FY 1990 and FY 1991 are provided for each Service at Attachment 1. The FY 1991 military manpower levels are subject to adjustments in the ongoing congressional budget review.

European Troop Strength (ETS). Section 1002 of the FY 1985 DoD Authorization Act (Public Law 98-5250) established a ceiling of 326,414 for U.S. active duty members permanently assigned ashore in NATO Europe. The current distribution of the ETS ceiling by Service, as established by the CINCEUR and approved by the Secretary of Defense, is shown below. The ETS distribution for FY 1991 is subject to change based upon Section 911 of the FY 1990 and 1991 National Defense Authorization Act (Public Law 101-189) which reduces the ceiling to 311,855, effective September 30, 1991. As a result, the Director, Joint Staff, is requested to provide new recommended allocations for FY 1991, along with an associated force structure decrement list, to the Assistant Secretary of Defense for Force Management and Personnel (FM&P) not later than **April 30**. Additional manpower guidance will be provided when the new allocations are approved.

<u>Service</u>	<u>FY 1990</u>
Army	218,600
Air Force	91,508
Navy	15,075
Marine Corps	1,231
Total DoD	<u>326,414</u>

The Director, Joint Staff, is further requested to prepare the FY 1992/1993 ETS compliance case in accordance with the European Troop Strength Management Plan (SM-30-85) and to provide a recommended troop strength allocation/decrement list for each Service to FM&P by **June 1**.

In addition, I am also requesting that the Director, Joint Staff, obtain projected and actual ETS data for each Service as of March 30 and September 30 and to report those strengths to me by **May 15** and **November 15**, respectively. The report submitted on May 15 must address what steps will be taken by each Service that projects an ETS in excess of their FY 1990 allocated ceiling. While Section 1101 of the FY 1986 DoD Authorization Act (Public Law 99-145) permits the Secretary of Defense to exceed the ETS

ceiling by up to .5 of 1 percent, sufficient rationale must be provided to warrant invoking this provision, and timely notification to Congress is required.

Northeast Asia Troop Strength (NEATS). Section 8125 (f) of the FY 1989 DoD Appropriations Act (Public Law 100-463) established a ceiling of 94,450 for U.S. active duty members permanently assigned ashore in Japan (including Okinawa) and South Korea beginning in FY 1990. Based upon our experience in managing ETS, it is critical that a proper accounting is made of NEATS. Therefore, I am requesting that the Director, Joint Staff, develop a NEATS Management Plan, that closely aligns with the ETS Management Plan and gives the USCINCPACOM management authority over all U.S. military members permanently assigned ashore in Korea and Japan so long as a congressionally imposed troop ceiling is in effect. I am requesting that the NEATS Management Plan be provided to me by **April 20** so that I can submit it to the Secretary of Defense for final approval by April 30. Finally, the same reporting requirements pertaining to the ETS also apply to the NEATS ceiling.

Officer Levels. Although the FY 1989 DoD Authorization Act eliminated the remaining portions of required officer reductions, Congress continues to legislate military personnel strengths, in general, and officer levels, in particular, for each Military Department. Also, congressional interest in field grade positions has not abated. Officer levels for FY 1990 are prescribed in Section 401 of the National Defense Authorization Act for Fiscal Years 1990 and 1991 (Public Law 101-189).

We must continue to manage our officer force carefully. Services should continue to look for opportunities to convert existing officer positions to the enlisted or civilian categories and must be prepared to provide detailed justification for any future growth. In addition, my office will continue to monitor the number of officers allocated to organizations outside of each Military Service. Attachment 2 reflects the officer levels that have been approved for allocation outside of each Service (excluding the National Security Agency and the Defense Support Project Office) and incorporated into DoD's FY 1991 congressional budget request. In order for the Department to effectively monitor legislative officer levels, in general, the number of officers approved for allocation outside of each Military Service cannot be exceeded. Consequently, the officer levels reflected in Attachment 2 are considered administrative ceilings. All adjustments to these ceilings (including functional transfers and rotations between Services) must be supported by detailed justification and approved in accordance with the direction provided in Attachment 2.

CIVILIAN MANPOWER. The Department's civilian manpower estimate for FY 1991 (1,095,741 end strength) is .5 percent (or 4,996 end strength) below the FY 1990 estimate (1,100,737) and 1.9 percent (or 21,062 end strength) below the actual FY 1989 year-end level (1,116,803). Attachment 3 reflects civilian manpower estimates for FY 1990 and FY 1991.

The Department's FY 1991 budget request effects a reduction of \$300 million in a Defense-wide contingency account related to Defense Management Report (DMR) consolidation study efforts directed by the Deputy Secretary of Defense. The \$300 million has not yet been distributed to the Military Departments, pending completion of the studies. Once allocated, additional civilian manpower reductions are anticipated for FY 1991 and the out-year period.

Civilian Hiring Freeze. On January 11, the Secretary imposed a civilian hiring freeze for the remainder of FY 1990 in order to minimize the impact that is anticipated from further reductions. On January 22, my office issued the initial guidance necessary to implement the freeze. Effective February 1, the freeze was waived for non-appropriated fund (NAF) positions, for vacancies in Berlin, for foreign military sales/security assistance personnel, and for specified surplus employees. Subsequent guidance issued on February 16 granted further exceptions to include all OCONUS positions which directly support child and day care centers, a one fill for every two military spouse vacancy, up to 1,000 medical staff personnel in each Service, and positions in commissary stores. In addition, the Commander of the Military Sealift Command was granted authority to fill up to 35 positions to meet operational emergencies without obtaining prior clearance.

The FY 1990 hiring freeze begins the process of reducing the size of the DoD civilian work force through normal attrition processes that will, hopefully, minimize the need for adverse actions such as furloughs, involuntary retirements, or reductions-in-force when the DMR recommendations are implemented in FY 1991. On April 11, FM&P is required to submit to the Secretary a long-term plan for reducing DoD's civilian work force, consistent with the effective performance of the Department's missions. Specific guidance necessary to provide for the effective implementation of this plan has been issued under separate FM&P cover.

Civilian Manpower Management. Section 9024 of the FY 1990 DoD Appropriations Act (Public Law 101-165) continues to prohibit the management of civilian manpower on the basis of end strength

for FY 1990 and FY 1991. Accordingly, the civilian manpower estimates provided at Attachment 3 are identified as manpower estimates, not ceilings. Recent experience demonstrates that DoD managers are executing civilian work force levels to funded work loads and mission requirements in an efficient and effective manner. The Defense Department cannot afford to staff for peak work periods. Work load surges should continue to be accommodated through efficient use of overtime. Overtime rates of 4-6 percent are considered cost-effective, particularly in functions with variable work loads. Each DoD manager should review manpower requirements to ensure lowest cost and most effective support of mission accomplishment. To the maximum extent possible, major commands and management headquarters should avoid imposing administrative controls which are perceived as ceilings on subordinate organizations' work force levels, overtime consumption, and/or temporary employee utilization.

Overseas Civilian Workyear Ceiling. Section 9089 of the DoD Appropriations Act for FY 1990 (Public Law 101-165) legislates, for a fourth year, a ceiling on the DoD's overseas civilian workyears. Workyears expended in dependent student hiring or disadvantaged youth programs are excluded from the workyear limitation. Attachment 4 allocates the overseas civilian workyear ceiling for FY 1990. Any component that is not on this list is not authorized to accrue overseas civilian workyears in FY 1990. The Department is opposed to legislatively-imposed civilian employment controls, in general, and selected geographic controls, in particular. The overseas workyear ceiling impedes DoD's ability to hire spouses who accompany Service members to locations outside the continental United States.

Civilian Reporting Requirements. The following reports pertaining to civilian manpower execution in FY 1990 are required:

Annual Civilian Employment Plan. Attachment 5 provides the format and accompanying instructions for submission of a civilian employment plan for FY 1990. Year-end employment projections for end strength and workyears must agree with the manpower estimates contained in the Department's FY 1991 President's Budget. This plan is due to FM&P on **March 23**.

Quarterly End Strength and Labor Obligations. The congressionally-imposed requirement to report actual civilian end strength and associated labor obligations is provided in Title III, Part B, Section 317 of the FY 1989 National Defense Authorization Act (Public Law 100-456). Attachment 6 provides the appropriate format and accompanying instructions for the

quarterly submission of this data for FY 1990. The second quarter report for FY 1990 is due to FM&P on **May 28**.

Quarterly Workyear Execution. A report on the execution of civilian workyear data is necessary in order to monitor effectively adherence to the legislatively-imposed overseas civilian workyear ceiling. In addition, both the Office of Personnel Management (OPM) and the Office of Management and Budget (OMB) require this data Federal-wide. Attachment 7 provides an appropriate format and accompanying instructions for the quarterly submission of this data for FY 1990. These reports should be submitted in conjunction with your quarterly reports on civilian end strength and labor obligations. The second quarter report for FY 1990 is due to FM&P on **May 28**.

Monthly Civilian Employment Statistics (S.F. 113). The requirement to report on-board strength as of the end of each preceding month is outlined in FM&P's guidance implementing the FY 1990 civilian hiring freeze. Comparable NAF employment data is also required. In addition, the reports should contain data on hiring exceptions requested and authorized during the previous month, by numbers, by grade and types of positions, and by reason for the exception.

DEFENSE AGENCY END STRENGTH. Title III, Chapter 8, Section 194 of the Goldwater-Nichols DoD Reorganization Act of 1986 (Public Law 99-433) provides for a permanent cap on Defense Agency personnel based on the number of employees assigned or detailed to duty on September 30, 1989. This provision is also incorporated into Section 194 of Title 10, United States Code. However, Section 9024 (b) of the FY 1990 DoD Appropriations Act (Public Law 101-165) prohibits the Department from managing civilian personnel in FY 1990 based upon any type of year-end strength constraint. Consequently, the DoD General Counsel has made the interpretation, for FY 1990, that Section 9024 (b) of the DoD Appropriations Act supersedes the manpower limitations imposed by Section 194 of the Reorganization Act. FM&P plans to sponsor language in DoD's FY 1991 authorization legislation to permanently repeal the provisions of the Reorganization Act and the United States Code calling for a permanent ceiling on Defense Agency personnel.

CIVILIANIZATION OF MILITARY SPACES IN SUPPORT FUNCTIONS. One of the DMR decisions civilianized military spaces in DoD support functions at the rates of 3 percent in FY 1991, 6 percent in FY 1992, and 9 percent in FY 1993 through the out-year period. A subsequent decision restored 50 percent of the required conversions for the Army, Navy, and Air Force and the total conversion previously required from the Marine Corps. The

civilianization rates established for Defense Agencies, however, did not change. All components are required to submit a plan identifying the military positions to be civilianized for each fiscal year. These plans are due to FM&P on **July 1**. The scope of the plans to be submitted by Defense Agencies and by the Military Services is provided below.

Defense Agency Implementation Plans. Attachment 8 reflects the number of military-to-civilian conversions required from Defense Agencies in each fiscal year. These conversions have already been allocated among the Services, by officer and enlisted categories, and reflected the FY 1991 President's Budget. The next step is to identify the specific categories of billets that are planned for conversion. Attachment 9 provides an appropriate format for providing this information to FM&P by the July 1 due date.

Military Service Implementation Plans. Attachment 10 reflects the number of military-to-civilian conversions required from the Military Services in each fiscal year. These conversions have already been allocated between officer and enlisted categories and also reflected in DoD's FY 1991 President's Budget. The next step is to allocate the conversions by major command and to identify the number of billets by Defense Planning and Programming Category (DPPC). Attachment 11 provides an appropriate format for providing this information to FM&P by the July 1 due date.

FM&P will monitor implementation of this civilian substitution effort over the next 3 years by reviewing the billet level detail currently provided to the Defense Manpower Data Center (DMDC) in accordance with DoDI 7730.64, "Automated Extracts of Military and Civilian Manpower Records." My staff will be working with DMDC to establish a specific code that can be affixed to billet level master files beginning in FY 1991 that will readily identify civilian substitutions actually accomplished in each fiscal year. It is recommended that all operating components also take the necessary steps within their internal organizations to track the number and kinds of military-to-civilian conversions that annually occur. Your continued cooperation in meeting DMDC's semiannual reporting dates of **February 15** and **August 15** is appreciated.

MANPOWER, PERSONNEL, TRAINING, AND SAFETY (MPTS). Adherence to the policy contained in DoD Directive 5000.53, "Manpower, Personnel, Training, and Safety (MPTS) in the Defense System Acquisition Process," is critical to our efforts to field more effective and efficient combat capability in a period of diminishing force structure. The dynamic and synergistic effects

of the human-machine interface must be addressed as part of concept development, and MPTS challenges must be issued to industry as part of the source selection and contract issuance processes. Human factors analyses must be reflected in systems designs, and the design trade-off process must consider manpower costs, training schedules, and personnel performance along with other system component characteristics. In short, as we streamline the acquisition process to more efficiently identify and satisfy the needs of the DoD customer, the Services' MANPRINT, HARDMAN, and IMPACTS organizations are charged to ensure that the changed process system maintains its focus on the true customer: the soldier, sailor, airman, and Marine in the field.

WARTIME MANPOWER PLANNING SYSTEM (WARMAPS). The force structure and strength changes discussed in other sections of this memorandum must all be made with the Secretary's guidance for defense budget decisions in mind. His guidance says future defense budgets will "continue to stress mobilization preparedness...." We must maintain a high level of mobilization preparedness for our military forces and supporting civilian work force. As you know, the WARMAPS data base is used to assess the adequacy of DoD's military and civilian mobilization plans. In this changing environment, it is essential that our WARMAPS data reflect our best estimates of mobilization manpower requirements and supply. Specific guidance for WARMAPS submissions has been provided separately. The next military WARMAPS submission is due with the Program Objectives Memoranda; a civilian update has yet to be determined. Additional guidance will be forthcoming.

PRODUCTIVITY. Section 9084 of the FY 1990 DoD Appropriations Act (Public Law 101-165) continues to allow civilian employees participating in productivity-based incentive award programs paid administrative time off in lieu of cash payment as compensation for increasing productivity. In addition, Section 9085 of the Act continues to prohibit the Department of Defense from basing a supervisor's title or grade upon the number of people he or she supervises. Emphasis is placed on the importance of using management initiatives, such as efficiency reviews, productivity enhancing capital investments, commercial activity studies, and work force motivation techniques to ensure that the Department accomplishes its missions in the most efficient manner possible. Each military and civilian manager at each organizational level must apply the appropriate tools to continuously improve quality and productivity of all functions in order to achieve maximum Defense capability within the resources that are made available.

My point of contract in this regard is Mrs. Linda Gileau. She can be reached on extension 75680 if you require additional clarification on any of these issues.


Christopher Jehn

Attachments:

1. Active Duty Military End Strength
2. Administrative Officer Ceilings
3. Civilian End Strength Estimates
4. Overseas Civilian Workyear Ceilings
5. Civilian Employment Plan (Format)
6. Civilian End Strength and Labor Obligations Report (Format)
7. Civilian Workyear Execution Report (Format)
8. Civilianization Targets (for Defense Agencies)
9. Civilianization Implementation Plan (for Defense Agencies)
10. Civilianization Targets (for Military Services)
11. Civilianization Implementation Plan (for Military Services)

DEPARTMENT OF DEFENSE

ACTIVE DUTY MILITARY END STRENGTH

	FY 1990 PROGRAMMED	FY 1991 PROGRAMMED
ARMY		
OFFICER	104277	102581
ENLISTED	635342	620369
CADETS	4550	4550
TOTALS	744169	727500
AIR FORCE		
OFFICER	100290	98754
ENLISTED	440293	426829
CADETS	4417	4417
TOTALS	545000	530000
NAVY		
OFFICER	72493	71999
ENLISTED	513233	508026
CADETS	4775	4775
TOTALS	590501	584800
MARINE CORPS		
OFFICER	20063	20039
ENLISTED	176672	176461
CADETS	0	0
TOTALS	196735	196500
TOTAL DOD		
OFFICER	297123	293373
ENLISTED	1765540	1731685
CADETS	13742	13742
TOTALS	2076405	2038800

DEPARTMENT OF DEFENSE

OFFICERS ALLOCATED TO ORGANIZATIONS OUTSIDE OF THE MILITARY DEPARTMENTS

	OFFICER CEILINGS 1/	
	<u>FY 1990</u>	<u>FY 1991</u>
DEFENSE-RELATED ORGANIZATIONS:		
COMM/INTEL 2/		
Army	951	950
Navy	441	441
Marine Corps	89	89
Air Force	889	890
Subtotal	2370 3/	2370 3/
DLA:		
Army	286	306
Navy	201	265
Marine Corps	25	22
Air Force	294	541
Subtotal	806 3/	1134 3/
DMA:		
Army	66	64
Navy	33	33
Marine Corps	4	4
Air Force	104	100
Subtotal	207 3/	201 3/
DNA:		
Army	133	129
Navy	79	76
Marine Corps	4	4
Air Force	145	142
Subtotal	361 3/	351 3/
OSIA:		
Army	28	28
Navy	10	10
Marine Corps	5	5
Air Force	23	23
Subtotal	66 3/	66 3/

OFFICER CEILINGS 1/

FY 1990

FY 1991

IG:

Army
Navy
Marine Corps
Air Force
Subtotal

14
9
2
12
37 3/

13
9
2
12
36 3/

USUHS:

Army
Navy
Marine Corps
Air Force
Subtotal

292
241
0
229
762 3/

282
231
0
222
735 3/

SOCOM:

Army
Navy
Marine Corps
Air Force
Subtotal

2700
655
10
1024
4389 3/

2700
655
10
1024
4389 3/

OSD/RELATED ORGANIZATIONS: 4/

Army
Navy
Marine Corps
Air Force
Subtotal

5/
626
402
94
689
1811 4/

628
414
98
692
1832 4/

TOTALS:

Army
Navy
Marine Corps
Air Force
Total

2396
1416
223
2385
6420 6/

5100
2134
234
3646
11114 6/

/ "ADMINISTRATIVE" CEILINGS.

/ DCA AND DIA COMBINED.

/ INCREASES TO CEILINGS (INCLUDING FUNCTIONAL TRANSFERS AND ROTATIONS BETWEEN SERVICES) MUST BE

/ SUPPORTED BY DETAILED JUSTIFICATION TO AND APPROVED BY THE OASD(FM&P) (RM&S).

/ INCLUDES OSD, JS, DARPA, DLSA, DSAA, SDIO, WHS, AFIS, OCHAMPUS, DMSA, OEA, DTSA, & CMA; INCREASES MUST

/ BE SUPPORTED BY DETAILED JUSTIFICATION TO AND APPROVED BY DIRECTOR FOR ADMINISTRATION & MANAGEMENT.

/ OFFICER STRENGTHS REFLECTED WITHIN THE SERVICES IN FY 1990.

/ EXCLUDES THE NSA AND DSPO.

DEPARTMENT OF DEFENSE
CIVILIAN FULL TIME EQUIVALENT END STRENGTH

	FY 1990			FY 1991		
	DIRECT	INDIRECT	TOTAL	DIRECT	INDIRECT	TOTAL
MILITARY DEPARTMENTS:						
ARMY	334387	57594	391981	334185	57758	391943
NAVY	337186	10569	347755	330462	10493	340955
AIR FORCE	248622	13240	261862	246258	12483	258741
DEFENSE-RELATED ORGANIZATIONS:						
DEFENSE AGENCIES:						
DARPA	145	0	145	139	0	139
COMM/INTEL 1/	6509	13	6522	6406	13	6419
DCAA	7453	5	7458	7080	5	7085
DIS	4250	0	4250	4038	0	4038
DLSA	86	0	86	86	0	86
DLA	49186	892	50078	52611	892	53503
DMA	8411	1	8412	8004	1	8005
DNA	942	0	942	911	0	911
DSAA	112	0	112	113	0	113
SDIO	186	0	186	191	0	191
OSIA	71	0	71	68	0	68
DOD FIELD ACTIVITIES:						
WHS	1777	0	1777	2096	0	2096
AFIS	165	0	165	167	0	167
OCHAMPUS	207	16	223	207	16	223
DMSA	86	0	86	88	0	88
CEA	32	0	32	32	0	32
DOODS	13488	712	14200	13512	712	14224
DTSA	96	0	96	98	0	98
OTHER ORGANIZATIONS:						
OSD	1545	0	1545	1511	0	1511
JS	308	0	308	292	0	292
IG	1585	1	1586	1510	1	1511
USUHS	810	0	810	841	0	841
CHA	49	0	49	59	0	59
SOCOM			2/	2402	0	2402
TOTAL DOD	1017694	83043	1100737	1013367	82374	1095741

1/ DCA AND DIA COMBINED.
2/ END STRENGTH INCLUDED IN THE MILITARY DEPARTMENTS' STRENGTHS FOR FY 1990.

DEPARTMENT OF DEFENSE

FY 1990 OVERSEAS CIVILIAN WORKYEAR CEILING

FY 1990
OVERSEAS
WORKYEAR
CEILING

DOD COMPONENT

MILITARY DEPARTMENTS:

ARMY	100203
NAVY	36612
AIR FORCE	28700

DEFENSE-RELATED ORGANIZATIONS:

OSD/RELATED ORGANIZATIONS 1/

DNA	51
DMA	2
USUHS	107
DCAA	5
COMM/INTEL 2/	53
DODDS	417
IG	13348
DLA	18
DIS	1332
OSIA	19
	2

- 1/ INCLUDES OSD, JS, DARPA, DLSA, DSAA, SDIO, WHS, AFIS, OCHAMPUS, DMSA, OEA, DTSA, AND CMA.
- 2/ DCA AND DIA COMBINED.

[NAME OF DOD COMPONENT]

ANNUAL CIVILIAN EMPLOYMENT PLAN

FY [1990]

	U.S. DIRECT HIRE			FOREIGN NATIONAL HIRE			TOTAL HIRES		
	CONUS	OVERSEAS	TOTAL	DIRECT	INDIRECT	TOTAL	DIRECT	INDIRECT	TOTAL
OCTOBER									
*END STRENGTH									
**WORKYEARS									
NOVEMBER									
END STRENGTH									
WORKYEARS									
DECEMBER									
END STRENGTH									
WORKYEARS									
JANUARY									
END STRENGTH									
WORKYEARS									
FEBRUARY									
END STRENGTH									
WORKYEARS									
MARCH									
END STRENGTH									
WORKYEARS									
APRIL									
END STRENGTH									
WORKYEARS									
MAY									
END STRENGTH									
WORKYEARS									
JUNE									
END STRENGTH									
WORKYEARS									

	U.S. DIRECT HIRE		FOREIGN NATIONAL HIRE		TOTAL HIRES	
	CONUS	OVERSEAS	TOTAL	DIRECT	INDIRECT	TOTAL
JULY						
END STRENGTH						
WORKYEARS						
AUGUST						
END STRENGTH						
WORKYEARS						
SEPTEMBER						
END STRENGTH						
WORKYEARS						

* END STRENGTH WILL BE DISPLAYED IN TERMS OF FULL-TIME EQUIVALENT (FTE) END STRENGTH. ALL PART-TIME PERMANENT PERSONNEL WILL BE COUNTED AS A FRACTIONAL FTE BY DIVIDING 40 HOURS INTO THE NUMBER OF THE EMPLOYEE'S REGULARLY SCHEDULED WORK WEEK. ALL OTHER MANPOWER WILL BE COUNTED ON AN END STRENGTH BASIS. EXCLUDED ARE PERSONS APPOINTED UNDER SUCH PROGRAMS AS JUNIOR FELLOWSHIP, WORKER TRAINEE OPPORTUNITY, SUMMER AIDES, STAY-IN-SCHOOL, AND DISADVANTAGED YOUTH.

** WORKYEARS ARE COMPUTED BY DIVIDING THE TOTAL NUMBER OF HOURS TO BE WORKED BY THE NUMBER OF COMPENSABLE HOURS APPLICABLE TO EACH FISCAL YEAR, EXCLUDING OVERTIME. A WORKYEAR IN FY 1990 IS EQUAL TO 2,080 COMPENSABLE HOURS OR 260 COMPENSABLE DAYS. WORKYEARS SHOULD BE DISPLAYED AS CUMULATIVE FIGURES FROM MONTH TO MONTH.

NOTES:

1. THE SEPTEMBER PROJECTIONS MUST MATCH THE YEAR-END END STRENGTH AND WORKYEAR ESTIMATES IN DOD'S FY 1991 PRESIDENT'S BUDGET.
2. THE OVERSEAS WORKYEARS (COMPRISED OF THE US DIRECT HIRE OVERSEAS AND FOREIGN NATIONAL CATEGORIES) CANNOT EXCEED YOUR ALLOCATED SHARE OF THE CONGRESSIONALLY-IMPOSED OVERSEAS CIVILIAN WORKYEAR CEILING. (SEE ATTACHMENT 4.)
3. CIVILIAN EMPLOYMENT PLANS FOR FY 1990 ARE DUE TO FM&P (DIRECTOR, PRODUCTIVITY AND CIVILIAN REQUIREMENTS) ON MARCH 23.

***CIVILIAN END STRENGTH AND LABOR OBLIGATIONS**

FY [1990]

[APPROPRIATION]

TOTALS

* DUE TO FM&P (DIRECTOR, PRODUCTIVITY AND CIVILIAN REQUIREMENTS) 8 WEEKS AFTER THE QUARTER HAS EXPIRED.

PERSONNEL WILL BE DISPLAYED IN TERMS OF FTE END STRENGTH, COUNTING PART-TIME PERMANENT EMPLOYEES AS A FRACTIONAL FTE AND EXCLUDING PERSONS APPOINTED UNDER SUCH PROGRAMS AS JUNIOR FELLOWSHIP, WORKER TRAINEE OPPORTUNITY, SUMMER AIDES, STAY-IN-SCHOOL, AND DISADVANTAGED YOUTH.

LABOR OBLIGATION DATA IS COMPRISED OF OBJECT CLASSES 11 (PERSONNEL COMPENSATION), 12 (BENEFITS FOR FORMER PERSONNEL), AND 25 (PAYMENTS TO FOREIGN NATIONAL INDIRECT HIRE). OBLIGATIONS SHOULD BE ROUNDED TO 1 DECIMAL POINT AND REFLECT CUMULATIVE FIGURES FROM QUARTER TO QUARTER.

DEPARTMENT OF DEFENSE

* CIVILIAN END STRENGTH AND WORKYEARS

[NAME OF DOD COMPONENT]

FY [1990]

	FIRST QUARTER	SECOND QUARTER	THIRD QUARTER	FOURTH QUARTER
	END STR. *WORKYEARS	**END STR. ***WORKYEARS	**END STR. ***WORKYEARS	**END STR. ***WORKYEARS
U.S. DIRECT HIRE:				
CONUS				
OVERSEAS				
TOTALS				
FOREIGN NATIONAL HIRE:				
DIRECT				
INDIRECT				
TOTALS				
TOTAL DIRECT HIRE:				
U.S.				
FOREIGN NATIONAL				
SUBTOTAL				
TOTAL INDIRECT HIRE:				
TOTAL MANPOWER:				

* DUE TO FM&P (DIRECTOR, PRODUCTIVITY AND CIVILIAN REQUIREMENTS) 8 WEEKS AFTER THE QUARTER HAS EXPIRED.

** END STRENGTH WILL BE DISPLAYED IN TERMS OF "FTE" END STRENGTH BY COUNTING ALL PART-TIME PERMANENT EMPLOYEES ON A FRACTIONAL BASIS AND EXCLUDING PERSONS APPOINTED UNDER SUCH PROGRAMS AS JUNIOR FELLOWSHIP, WORKER TRAINEE OPPORTUNITY, SUMMER AIDES, STAY-IN-SCHOOL, AND DISADVANTAGED YOUTH.

*** WORKYEARS ARE COMPUTED BY DIVIDING THE TOTAL HOURS WORKED (EXCLUDING OVERTIME) BY THE NUMBER OF COMPENSABLE HOURS APPLICABLE TO EACH FISCAL YEAR. A WORKYEAR IN FY 1990 IS EQUAL TO 2,080 COMPENSABLE HOURS. WORKYEARS SHOULD BE CUMULATIVE FROM QUARTER TO QUARTER.

DEPARTMENT OF DEFENSE

DEFENSE AGENCY IMPLEMENTATION OF DMR DECISION - CIVILIANIZATION OF MILITARY SPACES IN SUPPORT FUNCTIONS

FY 1991 1/

FY 1991-1995												
	OFFICER			SUB-			ENLISTED			SUB-		
	ARMY	NAVY	AIR FORCE	ARMY	NAVY	AIR FORCE	ARMY	NAVY	AIR FORCE	ARMY	NAVY	AIR FORCE
	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
	GRAND	GRAND	GRAND	GRAND	GRAND	GRAND	GRAND	GRAND	GRAND	GRAND	GRAND	GRAND
	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
DCA												
DLA	-8	-7	0	-1	-1	-2	-1	-2	-1	0	-1	-2
DMA	-2	-1	-9	-3	-3	-5	-2	-5	-11	-7	-11	-29
DNA	-4	-2	-3	-1	-1	-8	-5	-2	-7	-7	-7	-14
OIG	-1		-4	-1	-2	-6	-5	-4	-7	-4	-7	-16
OSTA			-10	-1		0	-1	0	0	0	0	-1
USUHS	-9	-7	0			-1	-1	-1	0	0	-1	-1
JCS			-23	-2	-2	-5	-11	-9	-8	-8	-8	-28
DARPA			-1			0	0	0	0	0	-1	-1
USD	-5	-3	-13	-1	-1	-2	0	0	0	0	-1	-1
SDIO	-2	-3	-5	-1	-1	-2	-6	-3	-6	-3	-6	-15
AFIS			0	-1	-1	0	-2	0	-3	-5	-3	-5
OCHAMPUS			0			-2	-1	0	-1	0	-1	-2
DLSA			0			0	0	0	0	0	0	0
DMSA			0	-1	-1	-2	-1	0	-1	0	-1	-2
DSAA	-1		-1			0	-1	0	-1	0	0	-1
DTSA			-1	-1	-1	-1	-1	0	-1	0	0	-1
OEA			0			0	0	0	0	0	0	0
WHS			-1	-1	-2	-3	-2	-1	-2	-1	-1	-4
TOTALS	-32	-20	-35	-87	-16	-6	-15	-37	-48	-26	-50	-124

1/ IDENTIFICATION OF BILLETS MUST BE PROVIDED TO FM&P (DIRECTOR, PRODUCTIVITY AND CIVILIAN REQUIREMENTS) IN THE FORMAT CONTAINED AT ATTACHMENT 9 BY JULY 1.

DEPARTMENT OF DEFENSE

DEFENSE AGENCY IMPLEMENTATION OF DMR DECISION - CIVILIANIZATION OF MILITARY SPACES IN SUPPORT FUNCTIONS

FY 1992 1/

	FY 1992-1995						
	OFFICER		SUB-		ENLISTED		TOTALS
	ARMY	NAVY	AIR	FORCE	ARMY	NAVY	AIR
	TOTAL		TOTAL		TOTAL		FORCE
	TOTAL		TOTAL		TOTAL		TOTAL
DCA	-1	-1	-1	-1	-1	0	-1
DLA	-9	-6	-9	-24	-3	-12	-11
DMA	-3	-1	-3	-7	-2	-5	-7
DNA	-4	-2	-4	-10	-2	-6	-6
OIG	-1	-1	-1	-1	-1	0	-1
OSTA			0		-1	-1	0
USHS	-9	-7	-7	-23	-2	-11	-8
JCS			0		-1	0	0
DARPA	-1	-1	-1	-1	0	0	0
OSD	-4	-3	-6	-13	-1	-5	-7
SDIO	-2	-1	-2	-5	0	-2	-2
AFIS	-1	-1	-1	-1	0	-1	0
OCHAMPUS	-1	-1	-1	-1	0	0	0
DLSA			0		0	0	0
DMSA	-1	-1	-1	-3	0	-1	-1
DSAA	-1	-1	-1	-1	0	0	-1
DTSA	-1	-1	-1	-1	0	-1	0
OEA			0		0	0	0
WHS	-1	-1	-2	-2	-1	-1	-2
TOTALS	-35	-22	-37	-94	-11	-46	-48
							-122

1/ IDENTIFICATION OF BILLETS MUST BE PROVIDED TO FM&P (DIRECTOR, PRODUCTIVITY AND CIVILIAN REQUIREMENTS) IN THE FORMAT CONTAINED AT ATTACHMENT 9 BY JULY 1.

DEFENSE AGENCY IMPLEMENTATION OF DMR DECISION - CIVILIANIZATION OF MILITARY SPACES IN SUPPORT FUNCTIONS

FY 1993-1995

11/ IDENTIFICATION OF BILLETS MUST BE PROVIDED TO F&P (DIRECTOR, PRODUCTIVITY AND CIVILIAN REQUIREMENTS) IN THE FORMAT CONTAINED AT ATTACHMENT 9 BY JULY 1.

[NAME OF AGENCY/COMPONENT]

NUMBER OF CONVERSIONS

	FY 1991	FY 1992	FY 1993	TOTAL
[DPPC] 1/ OFFICER ENLISTED TOTAL				
[DPPC] 1/ OFFICER ENLISTED TOTAL				
[DPPC] 1/ OFFICER ENLISTED TOTAL				
[DPPC] 1/ OFFICER ENLISTED TOTAL				
[DPPC] 1/ OFFICER ENLISTED TOTAL				
[DPPC] 1/ OFFICER ENLISTED TOTAL				
[DPPC] 1/ OFFICER ENLISTED TOTAL				
[ANNUAL TOTALS] OFFICER ENLISTED TOTAL				

1/ DISPLAY CONVERSIONS BY DEFENSE PLANNING AND PROGRAMMING CATEGORY (DPPC).

DEPARTMENT OF DEFENSE

SERVICE IMPLEMENTATION OF DMR DECISION - CIVILIANIZATION OF MILITARY SPACES IN SUPPORT FUNCTIONS 1/

	FY 1991		FY 1992		FY 1993		TOTAL CUMULATIVE					
	OFFICER ENLISTED	TOTAL 2/	OFFICER ENLISTED	TOTAL 2/	OFFICER ENLISTED	TOTAL 2/	OFFICER ENLISTED	TOTAL 2/				
MILITARY DEPARTMENTS:												
ARMY	-395	-1334	-1729	-392	-1340	-1732	-393	-1336	-1729	-1180	-4010	-5190
NAVY	-269	-1373	-1642	-268	-1374	-1642	-268	-1375	-1643	-805	-4122	-4927
AIR FORCE	-495	-2499	-2994	-494	-2504	-2998	-496	-2499	-2995	-1485	-7502	-8987
TOTALS 2/	-1159	-5206	-6365	-1154	-5218	-6372	-1157	-5210	-6367	-3470	-15634	-19104

- 1/ IDENTIFICATION OF BILLETS BY MAJOR COMMAND AND DEFENSE PLANNING AND PROGRAMMING CATEGORY (DPPC) MUST BE PROVIDED TO FM&P (DIRECTOR, MILITARY REQUIREMENTS) IN THE FORMAT PROVIDED AT ATTACHMENT 11 BY JULY 1.
- 2/ TOTALS DO NOT INCLUDE DEFENSE AGENCY ALLOCATIONS.

FY 1990 OVERSEAS
CIVILIAN WORKYEAR
CEILING

[illegible]